

Constitution of the Nelson Tramping Club (Inc)

(Section 41 amended June 2009)
(Sections 33 & 34 amended June 2020)

Name

- 1 The name of the Club shall be 'The Nelson Tramping Club (Incorporated)'.

Interpretation

- 2 In these rules, unless a contrary intention appears, 'Club' means 'The Nelson Tramping Club (Incorporated)'; 'Committee' means the Committee for the time being appointed under Rule 15 of these rules; 'Year' means the financial year of the Club which shall extend from the first day of July in any year until the 30th day of June in the succeeding year.

Objects

- 3
 - (a) To encourage tramping and associated outdoor pursuits in New Zealand and promote Club recruitment.
 - (b) To encourage safe tramping practices and develop and foster leadership skills.
 - (c) To protect native flora and fauna and the natural features of the country.
 - (d) To arrange trips in the Nelson district and elsewhere.
 - (e) To endeavour to maintain and develop public access to tramping and other recreational areas.
 - (f) To encourage or initiate the building of new huts and/or maintenance of existing huts where the Club feels these are necessary.
 - (g) To encourage or foster good relationships with other kindred organisations.
 - (h) To encourage fellowship between Club members.
 - (i) To acquire property for the purposes of the Club and to dispose of property no longer required.
 - (j) To act in co-operation with the Government or any other Club, Committee, Society or Institution for the promotion of the above objects.
 - (k) In construing the foregoing objects the construction of any clause shall not be limited or restricted by reference to any other clauses.

Membership

- 4 Every candidate for membership shall be over the age of 16 and after participating in at least two Club trips, be proposed by one and seconded by another member of the Club, and may be elected to membership by the votes of two-thirds of those present and voting at a meeting of the Committee and upon payment of the first subscription, shall become a member.
- 5 The Correspondence Secretary shall send to each newly elected member written notice of his/her election together with a copy of the Club Constitution, rules and any other appropriate literature available on tramping.

Couple Membership

- 6 The committee may fix a special subscription rate for couples who are members, couples being partners or spouses.

Life Membership

- 7 On the recommendation of the Committee any person who has rendered special services to the Club or to the furtherance of its objects may be elected a Life Member at any General Meeting of the Club and shall thereafter be entitled to all the privileges of membership without paying the annual subscription. A two-thirds majority of those present and voting shall be necessary for such election. The maximum number of Life Members in the Club is not to exceed five at any one time. The names of these Life Members are to be recorded in the Club Membership Register.

Patron

- 8 A senior member of the Club shall be appointed to the position of Patron by the committee and shall hold office until relieved of his/her duty by mutual agreement between the present Patron and the Committee. In the event of the Patron becoming incapacitated the Committee has the power to appoint a new Patron. The Patron shall uphold the aims and objects of the Club.

Subscription

- 9 The annual subscription shall be such rate as the Committee may determine from time to time subject to confirmation by a General Meeting.

Payment of Subscriptions

- 10 All annual subscriptions shall be payable in advance from the first day of July in each year.

Default in Payment of Subscription

- 11 If any member shall fail to pay their annual subscription on or before the first day of September next after it has become due, notice shall be sent calling their attention thereto. If such subscription be not paid within one calendar month after such notice, the defaulter shall cease to be a member of the Club; but if at any time they shall give to the Committee a satisfactory explanation, they may at the discretion of the Committee, and upon payment of all arrears, be re-admitted to membership.

Charge for Use of Club Equipment

- 12 The Committee may make a charge to any member using any Club Equipment. The user shall return the Club equipment to the authorised officer promptly and in good condition and pay any costs relating to its repair or use.

Resignation

- 13 Any member may resign their membership by giving to the Correspondence Secretary notice in writing to that effect.

Expulsion

- 14 The Committee may expel from membership and exclude from Club trips any member wilfully disobeying any of these rules, or guilty of any conduct rendering them unfit in the Committee's opinion to be a member of the Club; provided that before expelling them, the Committee shall call upon them for an explanation of their conduct and shall hear what they may wish to say in their defence.

Committee

- 15 The entire management of the Club and of its property shall be deputed to a Committee of not less than eight and not more than 10 members consisting of President, Vice-President, Correspondence Secretary, Minutes Secretary, Treasurer, Programme Co-ordinator and ordinary members.
- 16 If the position of President is unable to be filled at the Annual General Meeting then the AGM may agree to have a Rotating Presidency elected by the Committee and made up of members of the Committee. The term of each incumbent being no less than three months.

Nomination and Election of Committee

- 17 Written nominations for Committee members, duly signed by a proposer, a seconder and the nominee must be received by the committee at least 30 days prior to the Annual General Meeting. Nominations shall be notified to all members at least seven days prior to the Annual General Meeting together with the notice of the meeting. The election shall be by general ballot of members cast at the meeting.

Powers of Committee

- 18 The Committee shall have power to appoint a Gear Officer, a Website Manager, a Training Officer, a Newsletter Editor and other officers for any purpose that may be identified from time to time. Such appointees need not be members of the Committee. The Committee shall have power to fill a casual vacancy on Committee.
- 19 The Committee may set and change Rules for the Conduct of Trips from time to time. Such rules and any changes to them shall be advised to members through the Club newsletter and shall thereafter be binding on all members.

Meetings of the Committee

- 20 A meeting of the Committee may be called at any time by the President or the Correspondence Secretary, and shall be called within seven days of the receipt by the Correspondence Secretary of a requisition signed by three members of the Committee.

Notice of Meeting

- 21 Notice of the time and place of any Committee meeting shall be given to every member of the Committee at least forty-eight hours before the time appointed for such meeting.

Quorum

- 22 At each meeting of the Committee five shall constitute a quorum and the Chairperson shall have a deliberative and casting vote. The President, if present, shall be entitled to be Chairperson; if he/she is not present the meeting shall elect another Chairperson.

Annual General Meeting

- 23 The Annual General Meeting shall be held within two calendar months of the ending of the Financial Year.

Extraordinary General Meeting

- 24 The Committee may at any time and shall within seven days after the requisition in writing of at least six Club members (which requisition shall set out in the form of resolutions the business proposed to be transacted at such meeting) convene an extraordinary General Meeting for any specific purpose or purposes.

Notice of General Meetings

- 25 The Correspondence Secretary shall at least seven days before any General Meeting send to every member, at their address in the Club Books, a notice stating the time when and the place where it will be held, along with the Agenda of the Meeting.

Procedure at General Meetings

- 26 At all General Meetings the chair shall be taken by the President or if he/she is not present by some member chosen by the meeting. Every member shall have one vote and in the case of equality of votes, the Chairperson shall have a second or casting vote. The quorum at a General Meeting shall be 10 members. Voting shall be by voice but if any member present so desires, the Chairperson shall call for a division which shall be indicated by a show of hands or if the meeting so desires, by ballot.

Alteration to Rules

- 27 These Rules may be repealed, altered or added to by a resolution at a General Meeting, the notice of which shall have specified the proposed repeal, alteration or addition: but nothing in this rule shall prohibit the amendment by the General Meeting of any proposal which has been specified in the notice. Such notice is to be given to the Correspondence Secretary at least ten days before the meeting and shall be forwarded by him/her in writing to every member. Notwithstanding the above, no addition to or alteration of the non profit objects, personal benefit or the dissolution rule shall be approved without the approval of the Department of Inland Revenue.

The provision and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

Duties of Correspondence Secretary

- 28 The Correspondence Secretary shall deal with Club correspondence, including the notification of membership to new members and shall keep records of correspondence in and out.

Duties of Minutes Secretary

- 29 The Minutes Secretary shall keep and have the custody of the Minutes Book containing full and correct Minutes of all meetings. The Minutes Secretary shall keep all entries in the Minutes Book properly up to date.

Duties of Treasurer

- 30 The Treasurer shall:
- 1) Keep and maintain proper financial records and prepare financial reports.
 - 2) Perform banking duties and arrange payment of accounts as approved by the Committee from time to time.
 - 3) Keep and maintain a Register showing the names and addresses of Club Members and the dates at which they became Club Members.
 - 4) Keep all entries in such books properly up to date.

Bank Accounts

- 31 Bank Accounts to be operated by the Treasurer together with one of two other authorised members of the Committee shall be kept at such Banks as shall from time to time be determined by the Committee.

Financial Year

- 32 The Financial Year of the Club shall end on the last day of June in each year to which day the accounts shall be balanced.

Accounts Inspection

- 33 A person who is not a member of the committee shall be elected at the Annual General Meeting to inspect the Annual Accounts. Should the position become vacant during the year a new appointment shall be made by the Committee.

Financial Report

- 34 A Statement of Receipts and Payments shall be prepared, inspected by the person appointed in rule 33, and sent to each member with the notice of the Annual General Meeting.

Duties of Members

- 35 It shall be the duty of all members to foster the objectives of the club, to act responsibly and with regard to others and the environment.
- 36 Every member shall from time to time communicate to the Treasurer their address and all notices posted to such address will be considered as having been duly given.

Borrowing Powers

- 37 The Committee shall have power to borrow such amounts and on such terms as determined by Club Members at an Annual or Special General Meeting and to give as security for the repayment of sums borrowed and interest thereon, such security as agreed to by a two-thirds majority of those present and eligible to vote at the Annual or Special General Meeting.

Investments

- 38 All funds of the Club shall be paid into the Club's Bank Accounts and any part thereof may, if the Committee so determines, be invested in the manner provided by the 'Trustee Act, 1956' or any Act amending or replacing the same.
- 39 The control and use of the Common Seal of the Club shall be in the hands of the Correspondence Secretary.

Personal Pecuniary Benefit

- 40 The income and property of the Club shall be used solely for the promotion of its stated objects. No member of the club or any person associated with a member shall participate in or materially influence any decision made by the club in respect of the payment to or on behalf of that member or associated person of any income, benefit, or advantage whatsoever. Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transaction (being the open market value). The provisions and effect of this clause shall not be removed from this document, and shall be included and implied into any document replacing this document.

Winding Up

- 41 If after the winding up or dissolution of the Club there remains, after the satisfaction of all its debts and liabilities, any monies or property whatsoever, the same shall not be paid to or distributed amongst members, but shall be given or transferred to some other charitable body having a purpose or purposes similar to the purposes of the Club, to be determined by the members of the Club, in General Meeting, at or before the time of winding up or dissolution and failing further direction by members the assets of the Club shall be vested in the Minister for the time being in charge of the Department of Conservation in trust, for the maintenance of tracks and huts in the Nelson District.